<div align="center">

"To-Be" Gap Analysis
Implementation Steps

</div>

1. Gap Identification: UM Gap Number 10: Standardize Production Contract Monitoring.

2. Implementation Steps:
    a. Step 1: Establish improved standardized policies to provide for the management and monitoring of production based leases and contracts.
        i. Improved policies for Forest Management Deductions since there are inconsistent across BIA regions.
            1. Draft improved policies with key stakeholder involvement and input.
            2. Have new policies approved.
            3. Provide training to staff on new policies.
        ii. Improve Inter-agency communication protocols on mineral leases.
            1. Develop a workflow process to improve notifications on new mineral leases, when first production occurs and on monitoring/audit activities.
            2. BLM and BIA conduct a joint review current bonding policies and may not provide for sufficient amounts to cover reclamation activities and may not motivate operators to fully comply with reclamation terms of their mineral leases.
            3. Establish a quarterly BLM status report to be sent to BIA Regional Office.
    b. Step 2: Establish a standardized checklist for O&G lease cessation activities.
        i. A tracking system should be set up for final inspections and Plug & Abandonment activities with regular reports. This would be valuable for new employees and transition employees.
        ii. Identify responsibilities for post-lease maintenance of water treatment facilities is not clear and requires funding. (O&G).
    c. Step 3: Develop standard information and procedures for production reporting, reconciliation, and valuation verification.
        i. Minerals
        ii. Forest products
        iii. Oil & gas
        iv. Cropshare
        v. Sand & gravel

3. Dependencies on Business Processes:

Business Process Name	Process Name (As specified in "To-Be" Model)	Dependency Description
BRDM		
Predecessors	1. None	
Successors	1. None	
FO		
Predecessors	1. FO.1.2.a Receive & Post Trust Funds 2. FO.1.3 Reconcile Exceptions & Produce Report 3. FO.5.0 Reporting & Statements	1. Funds received for relevant production period(s). 2. Exceptions between production remittance report (e.g. form 2014) and remittance funds received, reconciliation of exceptions, and resolution action. 3. Report of funds, remittance production information, and reconciliations by day for the relevant production period(s).
Successors	1. None	
LNRP – Wide Area Plan		
Predecessors	1. None	
Successors	1. None	
LNRP – Appraisals		
Predecessors	1. P.1.4 Transmit Determination	1. Periodic or daily values for related commodities which serve as the basis for the production revenue, including but not limited to date-effectivity, volume, grade, species, and location or quality differentials.
Successors	1. None	

LNRUM		
Predecessors	1. UM.2.6 Approve Land Use Contract	1. Terms and conditions for production-based revenue (e.g. mining, oil & gas production, logging, cropshare).
Successors	1. UM.4.6.4 Perform Production Accountability Audit 2. UM.4.4 Perform Enforcement Action	1. Full audit of production information, value, and remittances for a period determined to satisfy compliance to the land use contract. 2. Appropriate enforcement action for any noncompliance (e.g. request fine/penalty, change of contract terms, contract termination, etc.).
Ownership – Title		
Predecessors	1. None	
Successors	1. None	
Ownership – Probate		
Predecessors	1. None	
Successors	1. None	
Ownership - Conveyance		
Predecessors	1. None	
Successors	1. None	
Ownership - Survey		
Predecessors	1. None	
Successors	1. None	

4. Dependencies on Universal Support Functions:

Universal Support Function	Dependency Description
Automated System Requirements	1. Workflow tool that provide for interagency notifications of mineral activities. 2. Tracking system for final mineral inspections. 3. Production reporting and valuation reconciliation module integrated with the Land Management System.
Policies, Procedures and Regulations	1. New policies for monitoring, Interagency communication, bonding, FMDs. 2. New policies, data/forms, and procedures to document, verify, and reconcile each type of land use production.
Training	1. Training on new policies for monitoring, Interagency communication, bonding, FMDs, and production reconciliation procedures.
Records Management	1. Retention and historical production information access requirements.
Risk Assessment	1. None
Workforce Planning	1. Definition of roles, skills and staffing requirements to perform standardized production monitoring. 2. Service Level Agreements with other federal agency or private sector organizations to perform use-type-specific production monitoring, reconciliations, or audits.
Internal Controls / Fiduciary Security	1. None